

## REVIVAL, MIND IN BEXLEY AND EAST KENT Ltd



### THE AIMS AND PURPOSE OF THE ORGANISATION:

Revival is a not-for-profit business addressing a local need as a ‘social enterprise’ organisation and cafe set up by the mental health charity MIND in Bexley and East Kent. Although under the Mind in Bexley/East Kent Mind umbrella the organisation is a self-funded and financially independent business with its own Governance and Strategic Committee to support and guide. Mind in Bexley remains the legal entity for official/legal agreements and Revival will use their company and charity number when required. The Revival Management Team and Strategic committee have full devolved authority for all business and organisational matters relating to Revival and any external parties. The Mind in Bexley Board will advise or guide when requested but will not be involved in any day to day or organisational matters, it will however, step in to protect its interests or charitable aims if requested to by the Revival Management Team, Strategic Committee (which may include a trustee) or if it deems it necessary under any other circumstances. Any and all involvement, input or representations of the Mind in Bexley Board outside of this will be via Dr David Palmer CEO.

### Our purpose:

Revival’s aims are to become the hub of local mental health information and support whilst facilitating peer support and initiatives for improved mental health, raising mental health awareness and challenging stigma.

To provide a community space with the aim of ensuring inclusive access to all, reducing isolation and ensuring safe access for those having suffered, currently suffering or vulnerable to mental health concerns and their families and carers.

To work collaboratively with local partners and community organisations within Whitstable and the Canterbury District to create effective referral pathways and develop necessary services to promote positive mental health and wellbeing that recognise the links between physical and mental health and the social, cultural and economic impacts on mental health and wellbeing.

To engage our beneficiaries and the community in events and activities to promote mental health and wellbeing as a preventative approach to mental health crisis.

To provide employment and volunteer opportunities, training, upskilling and support to those having suffered, currently suffering or caring for those suffering with mild to moderate mental health issues and are at a sufficient stage in their recovery to be able to engage, support others and to return or maintain employment.

To facilitate the development of East Kent Mind with regard to outreach, social media, learning support, shared staffing, partnership working and joint fundraising. Once established Revival will use the EKM tag line in all of its marketing and communications due to the clearer geographical remit.

### These aims will be achieved via:

- The setting up of an inclusive Community mental health café in central Whitstable.
- The development of facilitated peer support groups to meet regularly within the café space.
- Providing café space available for local groups to meet, from book clubs to knitting and self-help groups.

- Bringing the community together by hosting inclusive social events and activities, fundraising evenings, supporting National Mental health initiatives, undertaking activities and workshops for family and teens and developing local wellbeing initiatives and information services.
- Providing up to 4 permanent full or part time staff positions for those with lived mental health experience. These positions will actively improve skills through training and experience, support & empower employees to make effective career decisions and provide on-going mental health support and supervisions during times of need.
- Engaging in local partnerships to support our mental health outreach.
- Engaging with local volunteer organisations to recruit and train a core of volunteers to support the work we do either in the Café or as part of our project work.
- Developing a Strategic Committee and regular steering group meetings with local stakeholders and beneficiaries to ensure that we are responding to community need and adapting when necessary.

The café will have a vegetarian menu that is freshly prepared using local produce where possible and offering an inclusive menu with 90% offering gluten free or vegan options. It will undertake both internal and external events catering and will be fully licenced. Revival café is currently situated within the Horsebridge Arts Centre on the 1<sup>st</sup> Floor this is a vibrant regional arts destination situated in the centre of Whitstable Town adjacent to the sea front. The Horsebridge Arts centre has more than 90,000 visitors each year made up of local and regional visitors. Revival also be known as Café revival at this location.

Specific programmes and initiatives adopted to fulfil its aims:

**Mental Health Employee Support:** We offer employment support to those who have suffered mental health distress or are currently accessing Mental Health Services. The importance of employment and a supportive workplace is well established <https://www.nice.org.uk/guidance/ph22>  
<https://www.mind.org.uk/workplace/mental-health-at-work/>

All staff have access to 6 weeks intensive support for either Revival based peer support or external support programmes. Flexible working will be instituted during difficult or crisis moments and daily well-being checks will be made by senior staff. Mental health training will be undertaken for better understanding of mental health need and support. We have regular staff supervisions and support need updates throughout their employment.

**Peer to Peer Support and Support Groups:** Bringing people together, sharing experiences and listening to others is a highly successful way to combat isolation and improve well-being. Our community space will be open to any social support group that wants to utilise it, with consideration of the operating functions of the café and other customers. We will facilitate our own peer support groups by upskilling Revival staff to take ownership to include managing promotion and monitoring. We will aim to recruit a Mental Health Therapist to develop and support these groups and staff facilitators on issues of concern or transference and to ensure effective co-production and a safe, bounded and sustainable group structure. Our initial focus will be: Men's issues, Stress and Anxiety and Women (domestic violence trained facilitator).

**Pay It Forward:** This is an essential part of our inclusive ethos ensuring that we function properly as a community café and reduce isolation. The economic impacts on mental health are well known, food poverty and insecurity is a contributing factor to developing mental health issues and compounding existing ones. We will undertake outreach and advertising and work with local community groups to ensure that our service is known and accessible. This service has a wide remit to include anyone suffering from food poverty, isolation, loneliness, mental health or other social, economic or health barriers to full participation in a community space. The pay-it-forward scheme is also available for our community events and activities such as our children's cooking workshops and social events.

Community events, activities and fundraising: The café will undertake regular events and activities, to include National Mental Health events to engage with the community and form part of the community outreach of Revival. Events will be targeted to include Teens: film club, open mic events, Families and children: cooking and craft workshops, Elderly: quiz, Dinner Dance Social. In order to support our work Revival will undertake regular fundraising events, we will aim for these events to have the dual outcome of bringing the community together and raising funds, such as our curry and quiz nights.

Supported Learning: We work with Canterbury College and East Kent College offering supported learning placements, both short and long term. These placements will provide opportunities for employment experience and training to equip the students with the confidence to move into the workplace at the end of the placements.

## **ORGANISATIONAL STRUCTURE:**

Café Revival was set up by Mind in Bexley as part of the extension of its geographical outreach into East Kent and now works closely with East Kent Mind to fulfil its aims and objectives. Although the Café remains under the Mind in Bexley/East Kent Mind umbrella it is a financially independent functioning social enterprise business within it.

Café Revival is supported by a Management Team and strategic committee which links into the Mind in Bexley Board that is bound by Charity commission and Company house regulations, Charity No. 1110130 Company No. 05393807 via David Palmer (CEO). Further explanation of the structure can be found in the introduction of the document.

The aim is for Revival to *explore* the option of being set up as a legally recognised independent CIC within 5 years of its establishment. The links to East Kent Mind/Mind in Bexley will remain transparent with Mind in Bexley staff remaining on the CIC Board of Trustees.

In order to carry out the community and charitable aims and purposes the Revival strategic committee and Management have the power to:

- (1) raise funds, receive grants and donations
- (2) apply for funds to carry out the work of the organisation and East Kent Mind
- (3) co-operate with and support other charities with similar charitable purposes
- (4) do anything which is lawful and necessary to achieve the charity's purposes.

### **Strategic committee:**

- (1) Café Revival shall be supported by a strategic committee. Members are appointed by agreement with Mind in Bexley and East Kent Mind CEO and Revival Management.
  - The committee membership list must include: The full name of the member
  - The full address of the member
  - A contact telephone number (if available)
  - An email address (if available)
- (2) The Committee will have a minimum of 3 members to a maximum of 8, to include the CEO of Mind in Bexley and East Kent Mind and a chairperson and a trustee of MIBEK if possible).
- (3) The committee will meet by-monthly

- (4) The Mind in Bexley and East Kent Mind CEO and Senior Revival Management may remove a person's membership if they believe it is in the best interests of the organisation. The member has the right to be heard before the decision is made and can be accompanied by a friend.
- (5) The Committee will support Revival in its strategic aims to include conversion to a legally recognised CIC structure as and when it is deemed viable with 5 years from August 2017.
- (6) At least 2 committee members must be present at the meeting to be able to take decisions. Minutes shall be kept for every meeting.
- (7) A meeting of the committee members may be held either in person or by suitable alternative means agreed between the trustees in which all participants may communicate simultaneously with all other participants.
- (8) If members have a conflict of interest, they must declare it and leave the meeting while this matter is being discussed or decided.

Committee members must:

- Strive to attend all meetings, sending apologies to the chair for necessary absences.
- Prepare for the meeting by reading the agenda, papers and emails before the meeting.
- Talk to the chair before the meeting if you need to clarify anything.
- Arrive on time. Stay to the end.
- Participate fully in the meeting.
  - Listen to what others have to say and keep an open mind.
  - Contribute positively to the discussions.
  - Try to be concise and avoid soliloquies/speeches.
- Help others concentrate on the meeting. Discourage side conversations.
- Have the best interests of the organisation/beneficiaries in mind at all times.
- Draw attention to any potential conflicts of interest that may arise in the meeting.
- Fulfil any responsibilities assigned to you at the meeting and be prepared to report back on your progress at the next meeting.

#### **MONEY AND PROPERTY:**

- (1) Money and property must only be used for the businesses purposes.
- (2) The Business must keep accounts. Until the business converts to a CIC (Community Interest Company) all accounting will be carried out or monitored by Mind in Bexley accountants and reporting included in their accounts as a non-funded independent social enterprise arm of the charity.
- (3) Committee members cannot receive any money or property from the business, except to refund reasonable out of pocket expenses, unless permitted by law.
- (4) Money must be held in the businesses bank account. As the bank account is set up by Mind in Bexley, it will be known as Mind in Bexley, Whitstable Account for banking purposes. The bank account is to function as a completely separate business account for Café Revival transactions only and is independent from Mind in Bexley.

## GENERAL MEETINGS

If the business Management consider it is necessary to change the constitution, or dissolve the business, they must call a General Meeting so that the strategic committee membership can make the decision. All members must be given 14 days' notice and told the reason for the meeting. All decisions require a two thirds majority. Minutes must be kept.

- (1) **Dissolution clause** - any money or property remaining after payment of debts must be given to a charity with similar purposes to this one. The chosen Charity is East Kent Mind.

## SIGNATORIES:

These Governing Documents/constitution was adopted on 1 August 2017 by the people whose signatures appear below. They are the first members of the business organisation:

Signed



Print name

Mr David Palmer

date:

1/8/17



Ms Deborah Haylett

1/8/17



Ms Gill Homes

1/8/17



Ms Julie Ann Hoffman

1/10/2019

Updated: July 2019 (to include move to The Horsebridge and development of East Kent Mind), January 2020, April 2020 (to include: Business plan – Appendix 1). 1/10/219 addition of Chair of Strategic committee. Logo change February 2021.

## Appendix 1: Café Revival Summary Business aims and values:

<p><b>Vision</b></p> <ul style="list-style-type: none"> <li>– To create a profitable, sustainable, inclusive social enterprise cafe and Hub raising awareness and challenging mental health stigma. To support the development and expansion of East Kent Mind.</li> </ul>	
<p><b>Strategic Imperatives</b></p> <ul style="list-style-type: none"> <li>• To be the No 1 recognised and known social enterprise cafe in Whitstable supporting mental health and removing the stigma.</li> <li>• To help establish and support the expansion of East Kent Mind and the Revival café model within service hubs.</li> <li>• To focus on coordination and development of peer support working in partnership with other local organisations and to grant fund to ensure reach and sustainability.</li> <li>• To become one of the Hubs of East Kent Mind for those in need of support and additional resources.</li> <li>• To strategically campaign to engage visitors to ‘Choose us’ by being a café with a difference.</li> </ul>	
<p><b>Goals</b></p> <ul style="list-style-type: none"> <li>– To raise awareness of Cafe Revival as a social enterprise and a driver behind the success of East Kent Mind.</li> <li>– Deliver the Key Messages of Cafe Revival to the local community and visitors to the area.</li> <li>– Support those in the community with mental health issues and remove the stigma from this vulnerable group of people via national and local campaigns, signposting and information sharing and development and support of peer support groups to include grant funding.</li> <li>– To provide an Employment support programme for potential staff needing support to return to the workplace, current staff needing new or on-going support with mental health issues and for staff providing support for family members suffering mental health issues</li> <li>– Expand Cafe Revival over to Ramsgate Revival Crisis Cafe</li> </ul>	<p><b>Target Customer</b></p> <ul style="list-style-type: none"> <li>– The local community and visitors to the area</li> <li>– Visitors to the art centre</li> <li>– Those choosing to make a difference to others</li> <li>– Those suffering or on a pathway to recovery from mental health distress</li> <li>– Friends and families of those affected by mental health</li> <li>– Volunteers supporting self-improvement groups</li> <li>– Staff members needing support for their own mental health or as carers for those with mental health issues.</li> </ul>